



Position: Job Coach/Deafness Specialist
Program/Department: Supported Employment
Reports to: Supervisor, Supported Employment
Hours: Hourly / 25 hours per week (Monday-Friday)

Responsibilities:

- Assist disabled consumers (hearing and non-hearing) with finding and retaining employment through active, individualized job search and preparation, and post-employment job coaching at the work site.
- Meet with employers in the community and educate them about deaf and hearing impaired workers, and other disabilities. Assist in situational assessments and interviews, to include escorting consumers to interviews and interpreting for them. Develop employment opportunities, especially for deaf individuals.
- Assist consumers with job matches that meet their interests and strengths through task analysis, as identified on their IPE's (Individualized Plan for Employment) and psychological evaluations. Provide coaching and instruction at the work sites.
- Develop positive working relationships with employers. Directly assist employers in communicating with consumers, to clarify job duties, to provide safety information, and to facilitate productivity, consumer motivation, and consumer attendance.
- Provide job coaching and proactive, extended support services to assigned caseload of employed consumers, both at and away from the job site, to assist them to remain employed in the integrated labor market. Can include occasional evening and/or weekend work depending on consumer's employment schedule, and travel within NYC as required.
- Provide travel training, counseling, case management, and other supportive services needed to maintain participants on the job.
- Advocate for consumers' possible need for accommodation on-site as well as off-site advocacy needs.
- Assist consumers who have lost their jobs to return to employment by re-evaluating their employment goals, needs, and interests, and by assisting them with interviews. Enlist assistance of parents and natural supports.
- Request approval from ACCES-VR Counselor to modify job goal as needed.
- Communicate placement information and progress/needs/employment barriers to ACCES-VR Counselors, Supported Employment staff, Job Developers, and Supervisor on a regular basis.
- Complete required chart documentation and monthly reports in a timely manner.
- Provide interpretation as needed.

Qualifications:

- Fluency in ASL (American Sign Language) required. AA or BA degree preferred, with experience in human service field. Good oral and written communication skills.
- Excellent judgment and sensitivity to the needs of clients.

Contact:

Email cover letter and resume to:
Yesim Osmali, Supervisor of Supported Employment
yosmali@wearebcs.org